

-U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

Annual Plan for Fiscal Year 2002

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan Agency Identification

PHA Name: Idaho Housing and Finance Association

PHA Number: ID020

PHA Fiscal Year Beginning: (mm/yyyy) 07/2002

Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☒ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

Annual PHA Plan PHA Fiscal Year 2002

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Per HUD Notice 99-51, an Executive Summary is not required

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration **id020g01**
- ☒ FY 2002 Capital Fund Program Annual Statement and progress reports—**id020h01**
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X Pet Policy Statement – **id020b01**
- X Statement of meeting IHFA's mission and goals as outlined in its current 5-year plan – **id020a01**
- X Resident Membership of the PHA Governing Board – **id020c01**
- X Membership of the Resident Advisory Board--**id020d01**
- X Component 10(B) Voluntary Conversion—**id020e01**

Optional Attachments:

- ☒ PHA Management Organizational Chart **id020j01**
- ☒ FY 2002-2006 Capital Fund Program 5 Year Action Plan **id020f01**
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **id020i01**
- ☒ Other (List below, providing each attachment name)
Section 8 Homeownership Capacity Statement **id020k01**

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program	Annual Plan: Safety and

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Resident Survey Action Plan	Annual Plan
X	FSS Program Report	Annual Plan

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	22,931	5	5	4	1	3	3
Income >30% but <=50% of AMI	21,451	5	4	4	1	3	2
Income >50% but <80% of AMI	29,588	4	3	3	1	2	2
Elderly	10,592	5	4	3	4	1	2
Families with Disabilities	13,862	5	4	3	5	3	2
Race/Ethnicity – Hispanic	4,840	4	4	4	1	4	3

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☒ Other housing market study
Indicate year: 1999 Barriers to Housing Affordability in Idaho
- ☒ Other sources: (list and indicate year of information)
U.S. Census data 2000
IHFA’s Housing Information Resource Center 2002
Boise State University study—Independent Living for Idahoans with Disabilities 1995

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	100		18
Extremely low income <=30% AMI	91	91%	
Very low income (>30% but <=50% AMI)	9	9%	
Low income (>50% but <80%	0	0%	

Housing Needs of Families on the Waiting List			
AMI)			
Families with children	85	85%	
Elderly families	3	3%	
Families with Disabilities	12	12%	
Caucasian	90	90%	
Hispanic	6	6%	
Black	1	1%	
American Indian	1	1%	
Asian/Pacific Islander	2	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	8	8%	9
2 BR	10	10%	0
3 BR	70	70%	4
4 BR	10	10%	5
5 BR	2	2%	0
5+ BR	0	0%	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3,213		1,326
Extremely low income ≤30% AMI	2,801	87%	

Housing Needs of Families on the Waiting List			
Very low income (>30% but <=50% AMI)	412	13%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	2,057	64%	
Elderly families	186	6%	
Families with Disabilities	753	23%	
Caucasian	2,972	93%	
Hispanic	167	5%	
Black	13	<1%	
American Indian	38	1%	
Asian/Pacific Islander	23	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: (list below)
Pursue targeted voucher programs when available

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)
IHFA uses a preference system which provides a higher preference to elderly/disabled individuals.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)
IHFA uses a preference system which provides a higher preference to elderly/disabled individuals.

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: FY 2002 Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	132,526	
b) Public Housing Capital Fund	162,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	11,504,931	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	Grant Eliminated	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
HOPWA (Rental Assistance)	252,633	Section 8 Tenant Based Assistance / Administrative Costs
Shelter Plus Care	133,408	Section 8 Tenant Based Assistance / Administrative Costs
FSS	124,548	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY 2001 Capital Fund	30,000* *projected unobligated at 7/1/02	Public Housing Capital Improvements

Financial Resources: FY 2002 Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	144,063	Public Housing Operations
4. Other income (list below)		
Cable TV/Laundry Income	11,310	Public Housing Operations
5. Non-federal sources (list below)		
Public Housing Investment Income	4,365	Public Housing Operations
Total resources	12,499,784	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: Within three (3) months of being offered a unit.
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe)
- History of disturbing neighbors or destruction of property.

Fraud in connection with any Federal Housing Program.

Alcohol abuse that may interfere with the health, safety or right to peaceful enjoyment by others.

If the applicant family owes IHFA or any other PHA money. A payment schedule acceptable to IHFA/PHA is to be made until the full balance has been paid.

If the applicant family was a previous resident of IHFA and vacated his/her former unit in violation of his/her lease.

Conviction of an applicant or a member of an applicant's family for manufacturing or producing methamphetamine.

Applicant has a lifetime registration under a State sex offender registration program.

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
- ☒ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☐ PHA main administrative office
- ☐ PHA development site management office
- ☒ Other (list below)
- Coeur d'Alene Branch Office
- Lewiston Branch Office
- Idaho Falls Branch Office
- Twin Falls Branch Office

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
 - ☐ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - ☐ Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☐ One
 - ☒ Two
 - ☐ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies

- ☐ Overhoused
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
- Terminal Illness Preference

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an

absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

3 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☒ Other preference(s) (list below)
1 Terminal Illness Preference

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☒ PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

Per Final Rule, dated December 22, 2000, public housing developments with fewer than 100 public housing units are exempt from deconcentration and income mixing. See attachment id020g01

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☒ Other (list below)
Lifetime Sex Offender Registration

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug-related activity
- ☒ Other (describe below)
Rental history when requested by prospective landlords

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☒ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☐ PHA main administrative office
- ☒ Other (list below)
Coeur d'Alene Branch Office
Lewiston Branch Office
Idaho Falls Branch Office
Twin Falls Branch Office

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Vouchers initially issued for 120 days.

Extensions will only be given due to extreme extenuating circumstances (such as, but not limited to illness, hospitalization or death in the family) or as a reasonable accommodation for a disability.

(4) Admissions Preferences

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

Public Housing Residents Over/Under Housed
Terminal Illness Preference
Families of 2 or more persons and disabled or elderly singles

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - 1 Public Housing Residents Over/Under Housed
 - 2 Terminal Illness Preference
 - 3 Families of 2 or more persons and disabled or elderly singles

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
☐ Briefing sessions and written materials
☒ Other (list below)
Shelter Plus Care Addendum
Family Unification Program Addendum
Mainstream Addendum
HOPWA Addendum

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
☒ Other (list below)
Media

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

No discretionary (optional) deductions and/or exclusions

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
(select one)

- ☐ Yes for all developments
☐ Yes but only for some developments
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments

- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☒ Other (list below)

Anytime the family experiences a change in household composition.

Receipt of a deferred payment in a lump sum which represents the delayed start of a periodic payment such as an unemployment.

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR – For certain counties
- ☒ Above 100% but at or below 110% of FMR – For certain counties
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☒ Other (list below)
At least annually or as needed

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. **id020j01**
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

?? List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	76	20
Section 8 Vouchers	3,093	816
Section 8 Mod Rehab	24	15
Mainstream Vouchers	275	55
Family Unification Program	100	23
HOPWA	45	12
Shelter Plus Care	57	18
Family Self Sufficiency	180	70
Other Federal		

Programs(list individually)		
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C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
Public Housing Admissions and Continued Occupancy Policy (ACOP)
- (2) Section 8 Management: (list below)
Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
 - ☐ PHA main administrative office
 - ☐ PHA development management offices
 - ☒ Other (list below)
Coeur d'Alene Branch Office
Idaho Falls Branch Office

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing

procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office
☒ Other (list below)
Coeur d'Alene Branch Office
Lewiston Branch Office
Idaho Falls Branch Office
Twin Falls Branch Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment **id020h01 – Including Capital Fund Tables for Capital Fund FY 2000 and Capital Fund FY 2001**

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here) –

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment **id020f01**

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:

6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>

3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)

<input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

See Attachment id020e01 for Component 10(B) voluntary conversion assessment as required.

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

Disabled families only

See attachment id020k01 for Section 8 Homeownership Capacity Statement

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 01/10/01

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☒ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 1/31/2002)
Public Housing	0	5
Section 8	112	159

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

- The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
 - ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination

- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

The Community Service Requirement has been canceled for fiscal year 2002 by Congress. No attachment necessary.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☒ Other (describe below)

Not applicable at this time. IHFA has successfully increased the level of security that our residents feel in their homes and neighborhoods through the use of past and current PHDEP funds. No measures are planned for 2002.

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents

- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☒ Other (describe below)

PHA actions determined to be **not** needed based on successful results of PHDEP resident survey and near completion of all security-related physical improvement activities planned.

3. Which developments are most affected? (list below)
- Not applicable.

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)

Physical improvement activities, such as new front doors, fences, etc., have been completed this past year to deter crime. Physical improvements using the PHDEP 2001 grant should be completed prior to the start of our fiscal year in July—at which time, no other future activities are planned.

2. Which developments are most affected? (list below)

Shoshone Apartments – Kellogg
Idaho Falls Scattered Sites Public Housing – Idaho Falls

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Shoshone Apartments – Kellogg
Idaho Falls Scattered Sites Public Housing – Idaho Falls

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment.

PHAs are no longer required to complete Subcomponent 13D of the annual plan or the PHDEP template. PHDEP was eliminated with the signing of the FY2002 HUD/VA Appropriations Act.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See Required Attachment **id020b01**

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached at Attachment **id020j01**
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

See attachment id020c01

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)

The State of Idaho

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

See response to question #3

- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Increase the supply of affordable housing for low and very low income Idahoans in areas of demonstrated need.

IHFA supports this strategy through:

Ongoing efforts to pursue additional funding opportunities for Section 8 rental assistance;
Effectively and efficiently managing Public Housing programs by minimizing vacancies and reducing turn over time;
Analysis of Section 8 Payment Standards on an annual basis (or as needed) to ensure maximum utilization of the Section 8 program by participating families.

Preserve the supply of existing affordable rental housing.

IHFA supports this strategy through:

Ensuring the supply of Section 8 and Public Housing units are decent, safe, and sanitary through enforcement of HQS and UPCS;
Continuing to market the Section 8 program to community landlords through the use of landlord workshops, informational brochures and videos and other forms of outreach.

Promote independent housing options for Idaho's special needs populations.

IHFA supports this strategy through:

Applying for special-purpose targeted vouchers such as Mainstream, HOPWA, Shelter Plus Care and others that might become available;
Work to enhance coordination with area Service Providers.
Developing Section 8 Voucher Home Ownership Program for disabled Families.

Cultivate efforts to promote and enhance general housing affordability and quality:

IHFA supports this strategy through:

Enforcement of HQS and UPCS in the units subsidized by Section 8 and Public Housing;
Providing landlords with information at landlord workshops and through the use of brochures and newsletters;
Comprehensive Utilities Analysis program which provides the branch offices with accurate, updated utility allowances.

Enhance the State's Public Housing Programs:

IHFA supports this strategy through:

Its efforts to determine the needs in the rural jurisdictions in which we administer the Section 8 and Public Housing programs through encouraging participant and resident input into our five-year and annual plans and conducted public hearings in accordance with HUD guidelines;

Its commitment to pursue any additional Section 8 funding opportunities and any special, targeted vouchers;

Its commitment to expanding the FSS program in both the Section 8 and Public Housing programs and coordinating with other service providers to identify available resources and programs;

Development of Section 8 landlord, tenant and FSS brochures and videos, landlord and tenant semi-annual newsletters, conducting landlord workshops and tenant open houses, and participating in local service provider meetings and resource fairs;

The utilization of Capital Fund dollars in an efficient and responsible manner to continually modernize Public Housing units;

Continuing to apply for any available FSS funding.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Definition of Substantial Deviations or Significant Amendments or Modifications:

Idaho Housing and Finance Association (IHFA) has defined Substantial Deviations or Significant Amendments or Modifications as discretionary changes in the plans or policies of IHFA that fundamentally change the mission, goals, objectives, or plans of the Association and which require formal approval of the Board of Commissioners. Revisions to the Capital Fund budget are NOT considered a substantial deviation or significant amendment or modification to the PHA Plan.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Statement of Meeting IHFA's mission and goals as outlined in its current 5-Year Plan – id020a01

Pet Policy Summary – id020b01

Resident membership of the PHA Governing Board – id020c01

Membership of the Resident Advisory Board – id020d01

Component 10(B) voluntary conversion –id020e01

FY 2002-2006 Capital Fund Program 5-Year Action Plan – id020f01

Deconcentration of Poverty and Income Mixing in Public Housing –id020g01

Capital Fund 2002 Original Annual Statement & Capital Fund 2000 and 2001

Progress Reports – id020h01

Resident Advisory Board Comments– id020i01

Organizational chart– id020j01

Section 8 Homeownership Capacity Statement - id020k01

CAPITAL FUND PROGRAM TABLES START HERE

id020h01

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	16,200.00			
3	1408 Management Improvements Soft Costs	4,260.00			
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	14,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	2,500.00			
10	1460 Dwelling Structures	34,250.00			
11	1465.1 Dwelling Equipment—Nonexpendable	56,990.00			
12	1470 Nondwelling Structures	8000.00			
13	1475 Nondwelling Equipment	25,800.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	162,000.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				
23	Amount of line 20 Related to Security –Soft Costs				
24	Amount of line 20 related to Security-- Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
"PHA Wide"	Operations		1406		16,200.00				
"PHA Wide"	Management Improvements:		1408		4,260.00				
	Staff training and continuing education								
"PHA Wide"	Fees and Costs:		1430		14,000.00				
	Architectural Services/Sundry								
ID-020-002/005	Site Improvements:		1450	2 units	2,500.00				
	Concrete driveway replacements								
	Dwelling Structures:								
ID-020-001	Community room carpeting		1460		2,500.00				
ID-020-001	Front doors		1460	47 units	24,500.00				
ID-020-002/005	Basement carpeting		1460	1 unit	2,250.00				
ID-020-002/005	Vinyl flooring & base in kitchen/laundry		1460	1 unit	1,000.00				
ID-020-002/005	Repair/repaint walls		1460	1 unit	3,000.00				
ID-020-002/005	Replace doors throughout		1460	1 unit	1,000.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Idaho Housing & Finance Association			Grant Type and Number Capital Fund Program Grant No: ID16P02050102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Dwelling Equipment-Nonexpendable:								
ID-020-001	Stove hoods		1465.1	23 units	1,450.00				
ID-020-001	Closet doors each unit		1465.1	47 units	15,040.00				
ID-020-001	Install lever hardware		1465.1	47 units	14,000.00				
ID-020-002/005	Replace kitchen & bath cabinets		1465.1	8 units	24,500.00				
ID-020-002/005	New furnace		1465.1	1 unit	2,000.00				
	Nondwelling Structures:								
ID-020-001	Workshop add-on		1470		8,000.00				
	Nondwelling Equipment:								
ID-020-001	Procurement of tools		1475		800.00				
ID-020-002/005	New company vehicle—LRPH only		1475		25,000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	7,553.00		0.00	0.00
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	14,000.00		2,305.45	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	18,100.00		19.98	19.98
10	1460 Dwelling Structures	58,350.00		0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	50,950.00		1,500.00	1,500.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	13,000.00		11,580.48	11,440.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	161,953.00	0.00	15,405.91	12,959.98
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
23	Amount of line 20 Related to Security –Soft Costs				
24	Amount of line 20 related to Security-- Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	58,350.00	0.00	0.00	0.00
26	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
"PHA Wide"	Management Improvements:							
	Staff training and continuing education	1408		7,553.00		0.00	0.00	N/A
"PHA Wide"	Fees and Costs:							
	Architectural Services/Sundry	1430		14,000.00		2,305.45	0.00	In Progress
	Site Improvement:							
ID-020-001	Reseal parking lot	1450		1,700.00		0.00	0.00	Not started
ID-020-001	Install handicapped parking signs	1450		750.00		19.98	19.98	In progress
ID-020-001	New sidewalk along Bunker Avenue	1450		13,650.00		0.00	0.00	Pre-Bid stage
ID-020-001	Repair existing sidewalk	1450		2,000.00		0.00	0.00	Pre-Bid stage
	Dwelling Structures:							
ID-020-002/005	New roofs for 5 single family homes	1460	5 units	24,525.00		0.00	0.00	Pre-Bid stage
ID-020-002/005	New vinyl siding & fascia for 5 homes	1460	5 units	33,825.00		0.00	0.00	Pre-Bid stage
	Dwelling Equipment-Nonexpendable:							
ID-020-001	New countertops in each unit	1465.1	47 units	22,725.00		0.00	0.00	Pre-Bid stage
	New handicapped access. washer	1465.1	1	1,500.00		1,500.00	1,500.00	Completed

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	New sinks each unit	1465.1	47 units	26,725.00		0.00	0.00	Pre-Bid stage
	Nondwelling Equipment:							
ID-020-001	New mower/tractor for Shoshone Apts.	1475	1	13,000.00		11,580.48	11,440.00	In progress

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0.00	15,878.00	15,878.00	15,878.00
3	1408 Management Improvements Soft Costs	7,000.00	11,997.00	9,685.43	9,232.20
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	16,550.00	16,550.00	14,000.00	8,247.72
8	1440 Site Acquisition				
9	1450 Site Improvement	0.00	12,000.00	0.00	0.00
10	1460 Dwelling Structures	135,231.00	102,356.00	44,356.00	14,700.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	158,781.00	158,781.00	83,919.43	48,057.92

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				
23	Amount of line 20 Related to Security –Soft Costs				
24	Amount of line 20 related to Security-- Hard Costs	101,975.00	11,100.00	11,100.00	11,100.00
25	Amount of line 20 Related to Energy Conservation Measures	108,081.00	17,206.00	17,206.00	11,100.00
26	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
"PHA Wide"	Operations	1406		0.00	15,878.00	15,878.00	15,878.00	N/A
"PHA Wide"	Management Improvements:	1408		7,000.00	11,997.00	9,685.43	9,232.20	N/A
	Staff training and continuing education							
"PHA Wide"	Fees and Costs:	1430						
	Architectural Services/Sundry			14,000.00	14,000.00	14,000.00	8,247.72	In Progress
	Asbestos Testing Services			2,550.00	2,550.00	0.00	0.00	
	Site Improvement:	1450						
ID-020-001	Resurface parking lot			0.00	12,000.00	0.00	0.00	Not started
	Dwelling Structures:							
ID-020-001	½ Interior Windows	1460		101,975.00	11,100.00	11,100.00	11,100.00	Completed
ID-020-001	Replace interior community lighting	1460		3,600.00	3,600.00	3,600.00	3,600.00	Completed
ID-020-001	Install elevator	1460		0.00	50,000.00	0.00	0.00	Architect design stage
ID-020-002/005	Update electrical systems	1460	3 units	4,500.00	4,500.00	4,500.00	0.00	In progress
ID-020-002/005	Extend fire rated gypsum board	1460	1 unit	800.00	800.00	800.00	0.00	In progress

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Idaho Housing & Finance Association		Grant Type and Number Capital Fund Program Grant No: ID16P02050100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
ID-020-002/005	Repair and/or waterproof walls. <i>Delete foundation drains.</i>	1460	3 units	18,250.00	18,250.00	18,250.00	0.00	In progress
ID-020-002/005	Insulation work	1460	6 units	6,106.00	6,106.00	6,106.00	0.00	In progress
ID-020-002/005	New carpet throughout single family unit	1460	1 unit	0.00	2,700.00	0.00	0.00	Drawing up Contract
ID-020-002/005	New basement carpeting	1460	1 unit	0.00	2,300.00	0.00	0.00	Drawing up Contract
ID-020-002/005	Complete wall repair and repaint	1460	1 unit	0.00	3,000.00	0.00	0.00	Drawing up Contract

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Summary of Pet Policy / Attachment id020b01

Idaho Housing and Finance Association (IHFA) has implemented a pet policy as required by Section 31 of the U.S. Housing Act of 1937 regarding the ownership of pets in public housing developments. Under this section, housing authorities must implement policies permitting public housing residents to own pets, which are subject to reasonable requirements determined by IHFA. The new policy went into effect July 1, 2001.

Residents requesting to own a pet will be required to pay a \$200.00 pet deposit (for dogs and cats only). This will be refundable at the time the resident moves or disposes of the pet, less any charges for pet-related damages. In the event that the pet deposit will not cover the cost of damages, the Head of Household will be billed the additional amount. If damages are caused by pets not requiring this deposit, the Head of Household may be billed the entire costs of damage due to this pet.

Residents must have the prior written approval of IHFA before they can move a pet into the unit. This request will be made on the Authorization for Pet Ownership Form. Residents will also be required to read and sign a copy of IHFA's Pet Policy. On these forms, the resident will need to list the requested basic information on the pet, as well as, license number, veterinarian, emergency caregiver for pet and provide a picture of the pet.

IHFA will allow only one common household pet in the unit. This refers to domesticated animals, fish in aquariums, or a turtle. Our pet policy specifies which types of animals are allowed, which breeds are *not* allowed, and size requirements. The resident will be required to show proof of current city license and rabies certification (and other current inoculations). Dogs and cats will need to be spayed or neutered prior to being allowed on the property. Residents must comply with all Federal, state, municipal, city or county codes regarding pet ownership.

Pets must be kept in the designated areas as outlined in the Pet Policy and the pet owner must be in control of the animal at all times. The pet owner is responsible for clean-up of all animal waste and must dispose of it as outlined in the Pet Policy. The Landlord reserves the right to conduct inspections once every three (3) months to check compliance with all stated pet policies.

A pet shall not be allowed to interfere with the peaceful enjoyment of other residents/neighbors or interfere with IHFA employees conducting business on or around the property. The pet owner will not allow the animal to damage IHFA property or the property of other residents/neighbors.

Visiting pets are not allowed. No common household pet can be kept for profit making breeding activities.

If a pet causes harm to any person, the owner will need to permanently remove the pet within 24 hours. This and all other violations of the Pet Policy are considered violations of the Lease Agreement and will be dealt with as such (which includes the right to a grievance procedure).

IHFA will not be held responsible for any claims, actions, suits, judgements, and demands brought by other parties in connection with any activity/damage caused by the resident's pet.

IHFA's Pet Policy does not apply to animals that are used to assist persons with disabilities.

February 4, 2002

Ms. Elizabeth Santone, PH Program Center Coordinator
U.S. Department of Housing and Urban Development
400 SW Sixth Avenue, Suite 700
Portland, OR 97204-1632

Dear Ms. Santone:

RE: FY 2002 Annual Plan for Idaho Housing and Finance Association (IHFA)

This letter is in regard to 24CFR 964.405 requiring a resident member on the PHA Board.

As you are aware, IHFA is Idaho's state housing finance agency (HFA) and, along with its public housing responsibilities, functions very much like a financial intermediary with assets currently over \$1.9 billion. Powers are granted under Chapter 62 of the Idaho Code and authorize IHFA to serve throughout Idaho as a public housing authority, though we currently operate as such in 34 of Idaho's 44 counties.

Idaho Code provides for a seven member Board of Commissioners to be appointed by the governor from the fields of mortgage, finance, banking, real estate and home building. Currently, Idaho Code does not require Board designations consistent with 24CFR 964.405. IHFA's oversight includes four legislative advisors appointed by the state legislature, and four state ex-officio advisors - the governor, the state treasurer, the state auditor and the administrator of the division of financial management.

During this past year, IHFA was aware of efforts by the National Council of State Housing Agencies (NCSHA), the National Association of Housing and Redevelopment Officials (NAHRO), and members of Congress to exempt state HFAs from this regulation. We have been supportive of this effort because of the overall professional and business experience we believe is needed from our Board members to effectively perform their responsibilities.

However, in the event that Congress does not exempt HFAs from this regulatory requirement, IHFA will work with Idaho's Governor to address this issue in the most appropriate way possible. The regulation permits compliance to occur at the earliest possible time. IHFA Board members are appointed to four-year fixed terms making an immediate change to our Board infeasible at this point.

We will communicate with you regarding the resolution of the issue at the earliest opportunity. Please let me know if you have any further questions or concerns regarding this matter.

Sincerely,

Gerald M. Hunter
President and Executive Director

cc: Julie Williams, Vice President, Community Housing Services

Membership of the Resident Advisory Board
id020d01

Cindy Silvas

Susan Delane

Ruby Winfrey

Debbie Caster

Delpha Pennington

Bette DeFrancesco

Jan Ross

Ron Parzanici

Joyce Aamodt

Bette Hendricks

Beth Williams

Shenean Fisher

Alice Edwards

Val Haddon

Lloyd Fisher

Brinda Seidler

Velda Burdick

Sharon Barth

Carline Green

Shannon Reid-Doria

Component 10 (B) Voluntary Conversion Initial Assessments—id020e01

- a. How many of the PHA's developments are subject to the Required Initial assessments?

Three: ID020001, ID020002, and ID020005

- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

None

- c. How many Assessments were conducted for the PHA's covered developments?

One assessment was completed that covered all developments—
Shoshone Apartments and the Idaho Falls Scattered Sites

- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units

*Both developments inappropriate for conversion

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

N/A

Capital Fund Program Five-Year Action Plan				Attachment id020f01	
Part I: Summary					
PHA Name Idaho Housing & Finance				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
	Annual Statement				
ID-020-001		\$72,000.00	\$55,000.00	\$60,500.00	\$80,000.00
ID-020-002/005		\$48,400.00	\$41,600.00	\$27,800.00	\$10,000.00
CFP Funds Listed for 5-year planning		\$120,400.00	\$96,600.00	\$88,300.00	\$90,000.00
Replacement Housing Factor Funds		N/A	N/A	N/A	N/A

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2003 PHA FY: 2003			Activities for Year: <u>3</u> FFY Grant: 2004 PHA FY: 2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	ID-020-001	Kitchen cabinets	\$60,000.00	ID-020-001	Stoves (47)	\$30,000.00
		Kitchen countertops	\$12,000.00		Refrigerators (47)	\$25,000.00
	ID-020-002/005	Kitchen and/or bath cabinets (9 units)	\$18,000.00	ID-020-002/005	Floor coverings (6 units)	\$18,500.00
		Basement windows (1 unit)	\$900.00		Fascia/gutters (2 units)	\$1,600.00
		Replace windows (4 units)	\$11,500.00		Kitchen countertops/faucet	\$500.00
		Concrete work (3 units)	\$4,500.00		Interior doors (3 units)	\$2,500.00
		Wall/ceiling repair and repaint (6 units)	\$13,500.00		Repair/repaint walls (1 unit)	\$2,000.00
					Concrete work (4 units)	\$6,500.00
					Garage doors & trim (2 units)	\$1,400.00
					10 Refrigerators	\$5,000.00
					9 Stoves	\$3,600.00
Total CFP Estimated Cost			\$120,400.00			\$96,600.00

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year : __4__ FFY Grant: 2005 PHA FY: 2005			Activities for Year: __5__ FFY Grant: 2006 PHA FY: 2006		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
ID-020-001	Reseal parking lot	\$1,700.00	ID-020-001	Landscaping	\$5,000.00
	Exterior lights	\$2,400.00		Replace tub/shower unit	\$75,000.00
	Replace bath sinks/ add cabinets	\$56,400.00			
			ID-020-002/005	Replace baseboard heaters with wall unit heaters (9 units)	\$10,000.00
ID-020-002/005	Interior doors/trim (2 units)	\$1,000.00			
	Replace ceiling in basement bedroom & bath (1 unit)	\$1,000.00			
	Floor coverings (3 units)	\$11,600.00			
	Concrete work (2 units)	\$5,500.00			
	Tub surrounds (11 units)	\$8,700.00			
Total CFP Estimated Cost		\$88,300.00			\$90,000.00

Component 3, (6) Deconcentration and Income Mixing

- a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

STATEMENT OF PROGRESS -- MEETING THE 5-YEAR PLAN MISSION AND GOALS -- id020a01

Idaho Housing and Finance Association continually strives to fulfill its mission to expand Idaho's affordable housing opportunities. During the past year, IHFA has made steady progress in meeting the goals set forth in its 2000 Five-Year Plan.

IHFA successfully applied for 75 Mainstream vouchers during the past year as well as a \$150,164 Family Self Sufficiency grant. IHFA will continue in its goal to expand the supply of assisted housing by applying for additional rental vouchers.

IHFA received an advisory PHAS score of 96 percent for fiscal year 2001. If not for the current advisory status of PHAS, this would be a High Performer designation for IHFA. We will continue to strive to keep this designation in the upcoming year. IHFA received a score of Standard Performer under the SEMAP program. This was due to low lease-up and utilization rates and corrective action has been taken. We will strive for a High Performer designation for this fiscal year. IHFA currently maintains 100 percent transmission on 50058 forms. IHFA educates program participants about voucher portability during its Participant Briefings and during annual recertification meetings.

IHFA continues to provide participants and landlords with informational brochures and publishes semi-annual newsletters for both program participants and participating landlords. IHFA has developed a participant briefing video, a landlord informational video and an FSS video to be used to educate our participants, participating landlords, prospective landlords and community groups. We have also made both the participant video and the FSS video available in Spanish.

IHFA continues its efforts to reduce public housing vacancies and has maintained a vacancy rate of two percent during the past year.

During the past year, IHFA used modernization dollars to replace the remaining windows, as well as the interior lighting, at Shoshone Apartments. We have also replaced floor coverings, updated electrical systems, and added insulation to several homes in the Idaho Falls Scattered Sites Project. Currently, IHFA has modernization projects underway in both developments.

IHFA received PHDEP money during the past year, which was used to implement physical security improvements at both of our developments to prevent crime activity. For Shoshone Apartments, we purchased additional security cameras and also replaced the front entry door. At the Idaho Falls Scattered Sites, we replaced front doors and fencing in several of the homes. With the elimination of the PHDEP grant in late December 2001, IHFA will now incorporate any future security improvement needs into the Capital Fund activities.

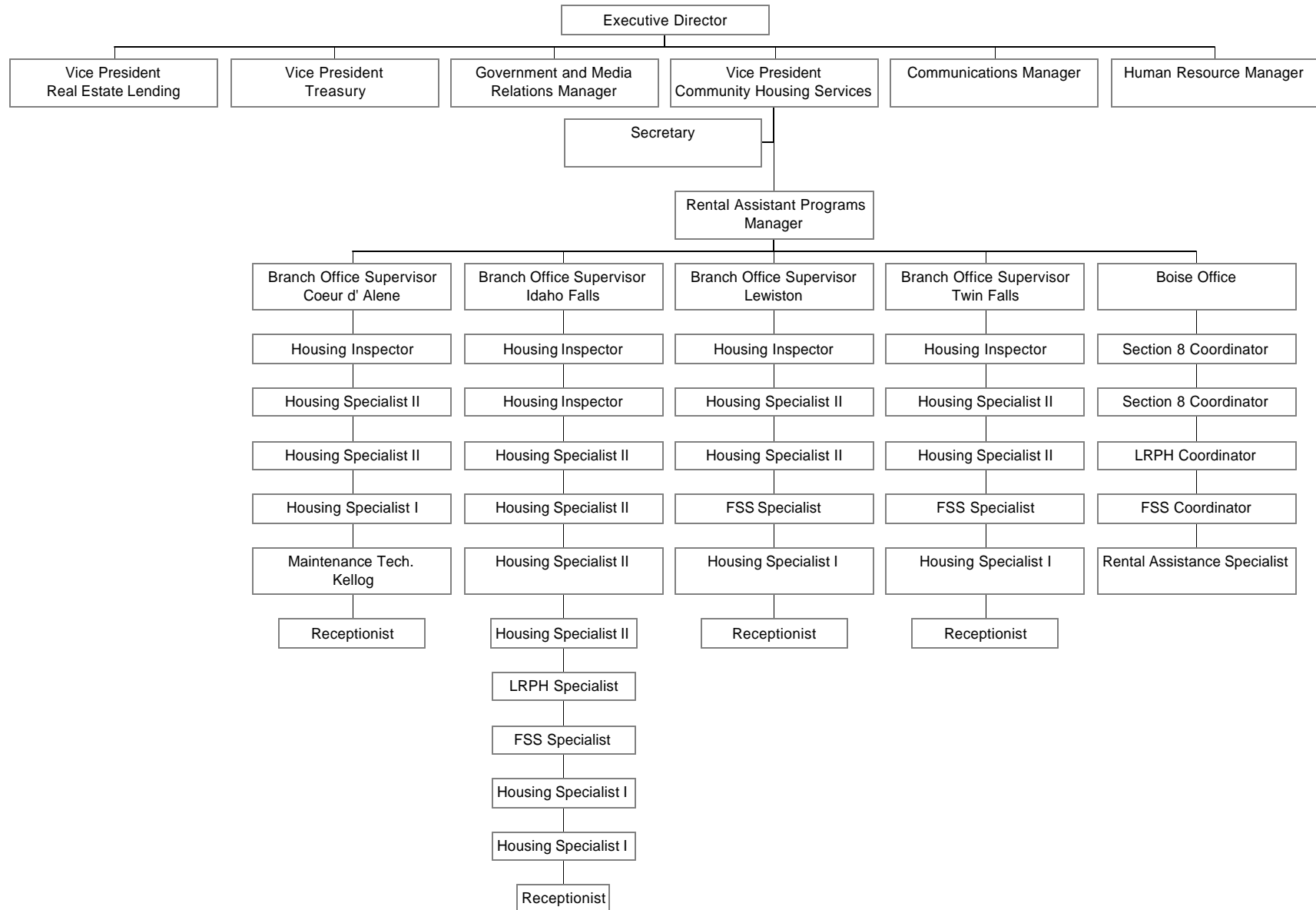
IHFA conducts semi-annual landlord workshops in each of its four branch office areas around the state. During these workshops programmatic information is provided, the IHFA landlord video is shown and presentations are often given by invited guests from organizations such as Fair Housing, Legal Aid and the Police Department, to name a few.

IHFA maintains its payment standards at 100 percent of Fair Market Rent and analyzes the need to change voucher payment standards annually or more often as needed. IHFA currently has the payment standards set at 110 percent of FMR in numerous counties within its jurisdiction (primarily one- and two-bedroom) due to difficulty experienced by families in locating qualifying units utilizing the previous payments standards.

IHFA anticipates adding approximately 60 FSS participants by the end of this fiscal year. IHFA continues to expand its FSS program and added an additional FSS Specialist in our Twin Falls branch office in the fall of 2001. The staffing for the IHFA FSS program now consists of five full-time staff -- 1 FSS Coordinator located in the Boise office and 4 FSS Specialists, one in each branch office.

IHFA continues to ensure equal opportunity and affirmatively further fair housing by providing information during participant briefings, referrals to Fair Housing when appropriate and providing necessary forms. Rental Assistance staff attended Fair Housing training provided by The Fair Housing Institute during October 2001. This training was sponsored by IHFA and the Department of Commerce and was held at numerous locations around the State with housing professionals as the target audience. IHFA attempts to identify accessible units and includes those in our list of units whose owners participate in the Section 8 program that is made available to voucher holders.

Rental Assistance Programs Organizational Chart – id020j01



Section 8 Homeownership Capacity Statement
id020k01

Idaho Housing and Finance Association plans to develop and implement a limited Homeownership program during this calendar year. IHFA has created a Voucher Homeownership Work Group comprised of staff from other housing authorities, HUD staff, disabilities advocates, and lender representatives in an effort to develop a successful program. At this time IHFA intends to limit the program to families with disabilities and limit the number of vouchers available for use toward homeownership to 5 to 10 per branch office (25 total). IHFA is still in the process of development, but intends to require a minimum homeowner down payment of at least three percent, one percent of which will come from the family's resources. IHFA has already developed relationships with many lenders in its branch office areas through its FSS program. Additionally, the FSS program has resulted in the identification of several down payment assistance sources, homebuyer education courses and other tools and resources that will be necessary and beneficial in a voucher homeownership endeavor. IHFA also offers several programs that will add to the available resources such as the Single Family Loan Program, Homebuyer Education, Downpayment Assistance, and the Accessibility Improvements Program.